



City of
GREENFIELD, MASSACHUSETTS

Department of Inspections and Enforcement

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PERMIT INFORMATION GUIDE

TO ERECT / CONSTRUCT A DETACHED ACCESSORY STRUCTURE WITH A FLOOR AREA EQUAL TO OR LESS THAN 200 SQUARE FEET.

A Permit is required by Greenfield's zoning ordinance.

One-story detached *accessory structures* used as tool and storage sheds, playhouses and similar uses, but not garages, provided the floor area does not exceed 200 square feet (18.58 m²) are not regulated by 780 CMR Massachusetts State Residential Code for One & Two Family Dwellings, though the location of an accessory structure is regulated by Greenfield's Zoning Ordinance, an accessory structure must meet set back distance to property lines per Greenfield's zoning ordinance.

- ❖ Exception: One story detached accessory structure used as a tool and storage sheds, playhouses and similar uses, with a floor area greater than 120 square feet. For buildings regulated by 780 CMR Massachusetts State Building Code. Exception applies to Multi-family and Commercial buildings accessory structures only (105.2)

To obtain a permit, first, the owner or authorized agent must first file a permit application on a form furnished by the Building Official for that purpose. Such applications shall be provided with the following information:

- Zoning permit application form. Application may be downloaded from our web site or a copy can be obtained from Inspections Department office located at 20 Sanderson Street.
- Site / plot plan of property. Site / plot plan must show existing structures and their locations on property. Site/plot plan must show location, dimensions of proposed accessory structure and distance from proposed structure to property lines.
- If there is an on-site septic system, site / plot plan must show / indicate distance from accessory structure to septic system, i.e. septic tank and leach field (If applicable).

CITY OF GREENFIELD ZONING ORDINANCE PERTAINING TO ACCESSORY STRUCTURES

~ 200-6.2. Accessory uses and structures.

A. Use regulation.

(1) Customary accessory uses are permitted in accordance with this section and shall be located on the same lot or on an adjacent lot in the same ownership. Any use which is accessory to a use requiring a special permit shall also require a special permit.

(2) Uses, whether or not on the same parcel as activities permitted as a matter of right, accessory to activities permitted as a matter of right, which activities are necessary in connection with scientific research or scientific development or related production may be permitted upon the issuance of a special permit by the Board of Appeals provided the Board finds that the proposed accessory use does not substantially derogate from the public good.

B. Accessory structures.

(1) Accessory structures less than 120 square feet.

- (a) No accessory structure, except a permitted sign or roadside stand, shall be located within a required front yard area and no accessory structure shall be located closer than three (3) feet to any side or rear lot line.
- (b) An accessory structure attached to its principal structure or within ten (10) feet of it shall be considered an integral part thereof and as such shall be subject to the front, side and rear yard requirements applicable to the principal structure.
- (c) A private garage providing only for the storage of motor vehicles shall be considered a permitted accessory structure provided that no garage for the storage of more than three (3) automobiles shall be erected or used unless authorized by the Board of Appeals in accordance with ~ 200-8.3.

(2) Accessory structures greater than or equal to 120 square feet but no greater than 200 square feet.

- (a) No accessory structure shall be located within a required front yard area and no accessory structure shall be located closer than ten (10) feet to any side or rear lot line.
- (b) An accessory structure attached to its principal structure or within ten (10) feet of it shall be considered an integral part thereof and as such shall be subject to the front, side and rear yard requirements applicable to the principal structure.
- (c) A private garage providing only for the storage of motor vehicles shall be considered a permitted accessory structure provided that no garage for the storage of more than three (3) automobiles shall be erected or used unless authorized by the Board of Appeals in accordance with ~ 200-8.3.

Inspection Required: Yes, once a permit has been issued and after the structure has been erected or constructed and associated work completed, contact Inspections Dept office to arrange a date and time for final inspection.

